Louisiana Board of Pharmacy
3388 Brentwood Drive
Baton Rouge, Louisiana 70809-1700

M I N U T E S

The **Executive Committee** of the Louisiana Board of Pharmacy convened a regular meeting on **Tuesday, February 24, 2026** at the Louisiana Board of Pharmacy located at 3388 Brentwood Drive in Baton Rouge, Louisiana 70809. The meeting was held pursuant to public notice, each member received notice, and public notice was properly posted.

CALL TO ORDER

Mr. Richard M. Indovina, Jr., President, called the meeting to order at 2:54 p.m.

QUORUM CALL

Committee Members Present: Dr. J. Robert Cloud, Mr. David A. Darce, Ms. Jacqueline L. Hall, Mr. Richard M. Indovina, Jr., and Mr. Don L. Resweber.

Committee Members Absent: None.

Staff Present: Mr. Carlos M. Finalet, III, General Counsel; Mr. M. Joseph Fontenot Jr., Executive Director; and Mr. Benjamin S. Whaley, Chief Compliance Officer.

Guests: Dr. J. David Hammond, MD (HPFL); Mr. Malcolm J. Broussard (Hygeia Solutions); Dr. Michael B. Cockerham (ULM-COP); Mr. Marty R. McKay; and Mr. Steve Cobb (CRx).

CALL FOR ADDITIONAL AGENDA ITEMS & ADOPTION OF AGENDA

Mr. Indovina asked if there were any additional agenda items to be added; none were requested. Without objection, the members adopted the posted agenda dated February 19, 2026. There were no objections to Mr. Indovina's request for authority to re-order the agenda should the President determine it appropriate to do so.

CONSIDERATION OF DRAFT MINUTES FROM PREVIOUS MEETING: NOVEMBER 18, 2025

Mr. Indovina reminded the members they had received the draft minutes from the previous committee meeting held on November 18, 2025. With no objections, he waived the reading of the draft minutes. With no requests for amendments or corrections, and with no objection, Mr. Indovina declared the minutes were approved as presented.

OPPORTUNITY FOR PUBLIC COMMENT

None offered.

POLICY AND PROCEDURE MANUAL – PROPOSED REVISION PPM.I.C.5.a – REINSTATEMENT COMMITTEE – CASE MANAGEMENT (DRAFT #1)

After the committee reviewed the proposed revision, Ms. Hall moved to recommend that the Board approve the proposal. Mr. Darce seconded the motion, which passed unanimously.

POLICY AND PROCEDURE MANUAL – PROPOSED REVISION PPM.II.A.4 – EQUAL EMPLOYMENT OPPORTUNITY (DRAFT #1)

State Civil Service is requiring state agencies to ensure their policies contain the amended language found in the draft proposal. While departments and agencies are expected to develop their own policies, each policy must contain language stating that employment decisions shall be based strictly on merit without regard to religious or political beliefs, gender, race, or any other non-merit factor.

After the committee reviewed the proposed revision, Ms. Hall moved to recommend that the Board approve the proposal. Mr. Resweber seconded the motion, which passed unanimously.

POLICY AND PROCEDURE MANUAL – PROPOSED NEW POLICY PPM.II.D.1.h – WEB ACCESSIBILITY COMPLIANCE (DRAFT #1)

In compliance with the Division of Administration (DOA) Policy and Procedure Memoranda (PPM) Number 74, the new policy regarding the Louisiana Board of Pharmacy's web properties is being proposed. PPM 74 established guidelines each agency must follow to ensure people with disabilities can access online government services and provide consistency for web users across state websites and mobile applications.

After the committee reviewed the proposed new policy, Ms. Hall moved to recommend that the Board approve the proposal. Mr. Darce seconded the motion, which passed unanimously.

POLICY AND PROCEDURE MANUAL – PROPOSED REVISION PPM.III.A – CREDENTIALS DIVISION – DELEGATION OF AUTHORITY (DRAFT #1)

The proposed revision updates the Board's current policy regarding the Executive Director's ability to delegate certain licensing functions to Board employees.

After the committee reviewed the proposed revision, Mr. Resweber moved to recommend that the Board approve the proposal. Ms. Hall seconded the motion, which passed unanimously.

POLICY AND PROCEDURE MANUAL – PROPOSED REVISION PPM.III.J – CRIMINAL BACKGROUND CHECK (CBC) (DRAFT #1)

The Board's criminal background check process was recently streamlined by partnering with state police to automate procedures. This transition has reduced turnaround times from 6 - 8 weeks to as little as 24 hours for checks without rejections. As a result, the proposed policy revision was developed.

After the committee reviewed the proposed revision, Ms. Hall moved to recommend that the Board approve the proposal. Mr. Darce seconded the motion, which passed unanimously.

POLICY AND PROCEDURE MANUAL – PROPOSED REVISION PPM.IV.B.2 – FACILITY INSPECTIONS – SERVICE REVIEWS (DRAFT #1)

The committee reviewed the NABP Pharmacy Inspection Blueprint Program's requirements for sterile compounding inspection frequency. Currently, Board policy requires inspections within 18 months of the previous review, while the NABP Blueprint standard is 24 months. The proposed revision aligns with the NABP Blueprint standard, which will reduce compliance staff workload and provide a more user-friendly process for credential holders.

After the committee reviewed the proposed revision, Dr. Cloud moved to recommend that the Board approve the proposal. Mr. Darce seconded the motion, which passed unanimously.

ARTIFICIAL INTELLIGENCE (AI) AND PHARMACY PRACTICE

After the committee reviewed the proposed draft and discussed the matter, the consensus was to present the proposed language to the Board for their consideration.

LEGISLATIVE PROPOSAL 2026-A – CDS SCHEDULES UPDATE (DRAFT #1)

Each year, Mr. Fontenot works with the State Police Crime Lab to update the state's controlled substances list, ensuring it reflects federal scheduling actions since the last legislative session. Typically, this proposal would go to the Regulation Revision Committee for its consideration, but the State Police Crime Lab chemist did not complete a review of Mr. Fontenot's draft until after the last Regulation Revision Committee meeting. The Regulation Revision Committee referred the matter to the Executive Committee instead of calling a special meeting about this one item.

After the committee reviewed the legislative proposal, Mr. Darce moved to recommend that the Board approve the proposal. Dr. Cloud seconded the motion, which passed unanimously.

CONSIDERATION OF IMPAIRMENT PROGRAM OUTSOURCING – HEALTHCARE PROFESSIONALS' FOUNDATION OF LOUISIANA (HPFL)

Dr. J. David Hammond, MD of the HPFL, presented the committee with a proposal which included a phased approach, phase 1 of a possible 2-phase plan. The initial contract included pharmacists only. Once the HPFL established a program for pharmacists, it hopes to fully develop a plan for technicians, technician candidates, and pharmacy interns in the next 18 – 24 months.

After reviewing the proposal, the committee expressed that a phased approach was not the preferred option for outsourcing the program. Mr. Darce moved to postpone consideration of the proposal. Ms. Hall seconded the motion, which passed unanimously.

EXECUTIVE DIRECTOR'S REPORT – REVIEW OF ADMINISTRATIVE OPERATIONS

Mr. Fontenot provided the members with a favorable report regarding office operations.

EXECUTIVE DIRECTOR'S REPORT – DELEGATED SIGNATURE AUTHORITY FOR CONTRACTS

In accordance with La. R.S. 39:1595.1(B), the Division of Administration's Office of State Procurement requires the Board to maintain a record of delegated signature authority for its contracts. Each year, the Board must authorize the Executive Director to execute contracts and agreements on its behalf for the upcoming fiscal year.

Mr. Resweber moved to recommend that the Board approve the delegated signature authority. Mr. Darce seconded the motion, which passed unanimously.

REVIEW OF EXCEPTIONS REPORT

In accordance with Board policy, the Board President is authorized to review and respond to requests for exceptions to laws, rules, and policies between Board meetings. The policy also authorizes the Executive Director, with the concurrence of the Board President, to issue Special Work Permits and approve dual PIC privileges, with notice provided to the Board at its next meeting. The committee reviewed the current *Exceptions Report*, had no questions or comments, and the report will be presented to the full Board as required in policy.

NEW AGENDA ITEMS ADDED DURING MEETING

No new agenda items were added.

ADJOURN

Having completed the tasks listed on the posted agenda, with no further business pending before the committee and without objection, Mr. Indovina adjourned the meeting at 4:27 p.m.

Minutes approved by the Committee at subsequent meeting held on May 5, 2026.